

TOP SECRET

Security Information

MAR 19 1953

MEMORANDUM FOR: AREA DIVISION CHIEFS

SUBJECT: Preparation of Annex B of the FY 1955 Strategic Plan

- REFERENCES:
- a. 24 February 1953 Draft of the FY 1955 CIA Strategic Plan for NSC 10 Series Activities in Cold War (Separately distributed).
  - b. My memorandum of 2 February 1953, subject: Check Lists and Other Assistance for Completion of the Reference Plan.

1. Reference (b) outlined the general procedure to be followed, and the responsibilities of Areas and staff elements, in the preparation of Annex B of the FY 1955 Strategic Plan. It also distributed tentative versions of two standard check lists of operational objectives for use in this connection, and asked Areas to make a pilot trial of such lists on one country per Area. The Area response to the pilot test was prompt, cooperative, and constructively critical. As a result of Area experience and suggestion, these check lists have been very substantially revised, with the elimination of much unrealistically elaborate detail.

2. This present memorandum transmits the following documents:

- a. List #1 (Check List for Non-Iron Curtain Target Locations) or List #2 (Check List for Iron Curtain Target Locations), or both. (Top Secret).
- b. Instructions for their use (Top Secret).
- c. Code reference summary sheets (Secret) for use in check list execution.

The requirement of check list execution on a separate code sheet is recognized as inconvenient. The reason is to eliminate the need for even more inconvenient Top Secret control on a very large volume of paper.

3. Action on these papers will be as follows:

a. Review of the revised lists by division planners to determine whether further adjustment is required. Additional copies of check lists and code sheets may be obtained from [REDACTED] Room 2312 K, extension 2401. 25X1A

b. Attendance of division planners at 1030 hours, Thursday, 26 March, 1953, at Room 2035 K to reach group decision on any further modifications required.

c. Execution for FY 1955 of the appropriate check list code sheet by 10 April 1953:

(1) For each target country: The operational objectives to be carried out under the command of the country level mission for that target. Since these lists have been changed, revision will be necessary for country covered in the pilot trial.

(2) For each Area: The operational objectives to be carried out directly by an area level operational command above the level of a country mission.

d. Tabulation of these individual country code sheets by PPC in the form of single sheet area summaries, which will be given to areas and staffs for their further review. The final summaries will be submitted to DD/P as Annex B to the FY 1955 Strategic Plan.

4. Terms of reference

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4. Terms of reference for execution of check lists:

a. These FY 1955 lists, for each target country, will be simply a brief master control record, in uniform terms, of the task objectives to be later assigned to individual projects for execution. They will be a necessary bridge between general plans and individual project mechanisms, but this bridge is not crossed in the Strategic Plan or its annexes. These lists should be executed with the understanding that they will be a standard statement to be repeated in budgets, programs, and projects. In varying and increasing degree, such budgets, programs, and projects, will assign each objective to some project or projects for execution and add the further detail of target, degree of action, functional method of execution, phasing, and support requirements.

b. For the purposes of Annex B of the FY 1955 Strategic Plan, it is requested that the check lists be executed optimistically, i.e.:

(1) Include objectives on which there are no known policy objections which the Area believes are strongly desirable to serve U. S. interests, and which have a definite chance (if someone in higher authority really wants it done) to reach either preparatory or final action in FY 1955.

(2) Exclude objectives which are completely impossible as actions during FY 1955, whether for policy, operational, or support reasons.

However, Divisions should be fully aware that FY 1955 budgeting will occur almost concurrently and will not tolerate the same optimism. Consequently, although not required in this request, divisional working papers should distinguish between planning recommendations and realistic budget intentions. The reason for this approach is that this staff wishes to be able to show the difference between the results desired by higher elements as a matter of policy and the results obtainable within the budgets of funds which they authorize.

5. Upon completion of check lists by areas and tabulation by PPC, roles of senior staffs will be as previously described in reference (b).

6. Since the language of these check lists will be used as standard phrasing of general operational objectives in FY 1955 programs and projects, Areas will save their own and staff time if the same outline and phrasing are used in FY 1954 programs and projects as fully as possible.

BY DIRECTION OF DD/P:

SIGNED

Acting Chief of Operations

25X1A

Attachments -

TS# 86255/1 and/or TS# 86256/1  
Code Sheet for List #1 and/or  
List #2

Distribution:

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